



## AGENDA MEMORANDUM

Action Item for the City Council Meeting of June 27, 2023

**DATE:** June 27, 2023  
**TO:** Peter Zanoni, City Manager  
**FROM:** Bill Mahaffey, Director of Gas Operations  
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### Purchase of Gas Meters for Gas Operations

#### **CAPTION:**

Motion authorizing the purchase of gas meters from Wilnat Inc., dba, Koons Gas Measurement, of Tulsa, for \$517,500.00 to be utilized by Gas Operations, with FY 2023 funding from the Gas Fund.

#### **SUMMARY:**

This purchase is to supply gas meters for Gas Operations.

#### **BACKGROUND AND FINDINGS:**

The City has approximately 61,000 metered gas connections with additional new service connections being added throughout the year. Each connection requires the installation of a meter to allow for the accurate measurement of gas usage.

#### **PROCUREMENT DETAIL:**

Finance & Procurement conducted a Request for Bid Process to obtain bids. The City received three bids. Two bids were non-responsive. Staff is recommending the award to the responsive, responsible bidder and incumbent, Wilnat Inc., dba Koons Gas Measurement of Tulsa. In 2021, the City paid 35% more for these meters.

**ALTERNATIVES:**

There are no viable alternatives. The bid from Wilnat Inc. is responsive and within budget.

**FISCAL IMPACT:**

The fiscal impact for Gas Operations in FY 2023 is not to exceed \$517,500.00 with Wilnat Inc. dba Koons Gas Measurement for the purchase of gas meters.

**FUNDING DETAIL:**

Fund:	4562	Gas 2023 CIP
Organization/Activity:	E12132014562EXP	
Department:	11	
Project # (CIP Only):	E12132	Gas Life Cycle Replacement Program
Account:	520150	Meter & svc connection material

**RECOMMENDATION:**

Staff recommends approval of this motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation